



Accommodation Booking Form

Red Hat has appointed Inntel to manage the hotel accommodation requirements of delegates attending Red Hat seminars and courses. Inntel will book either the hotel of your choice or one ideally located for the venue of your seminar or course. There is no charge for this service.

TO BOOK YOUR HOTEL ACCOMMODATION		
Should you need hotel accommodation, then either:		
<ul style="list-style-type: none">• Telephone Inntel directly on 08450 920 424• Complete this booking form and email it to bookings@inntel.co.uk• Complete this booking form and fax it to 08450 920516• Post the completed booking form to: Reservations, Inntel Ltd, Inntel House, Threshelfords Business Park, Inworth Road, Feering, Essex CO5 9SE		
Personal Details		
Name:		
Company:		
Address:		
Tel No:		Fax No:
Email:		
Preferred method of confirmation: Email <input type="checkbox"/> Fax <input type="checkbox"/>		
Accommodation Requirements		
Arrival Date:		Number of Nights:
City / Location:		
Hotel Choice (if known):		
1 st :		2 nd :
Budget Limit:		
Please book the following on my behalf:		
<input type="checkbox"/> Single room <input type="checkbox"/> Double for sole occupancy <input type="checkbox"/> Twin Room		
Special Requests:		
Credit Card Details		
Cardholders Name:		Card Type:
Card Number:		Expiry Date: Security Number:
Please note to guarantee the reservation a credit card must be provided, regrettably we are unable to proceed with your reservation without this.		
Conditions of Booking:		
1. All cancellations and amendments must be made through Inntel by phone.		
2. The credit card number given at the time of booking will be charged in the event of non arrival or late cancellation.		
3. Inntel will always book the lowest available rate at the time of booking		
4. Confirmation of this reservation will be sent by return. Delegates should settle their own accounts on departure from the hotel. Arrangements must be made directly with the hotel should you want the account sent to your company for payment.		

Inntel Ltd, Inntel House, Threshelfords Business Park, Inworth Road,
Feering, Essex CO5 9SE

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